AUTHORIZATION TO PURCHASE ON THE INTERNET

Date: __________________________

Internet Vendor: ____________________________________________________________

Reason for Purchase: __________________________________________________________

Budget Account: ______________________________________________________________

Date Motion Approved: __________________________

Amount Approved: __________________________

Requested by Committee Chair: _________________________________________________

Authorized by: ______________________________________________________________

This form must be signed by two authorized check signers before any internet transaction may be made.

Signatures by facsimile copy will be accepted.

DATE OF RECEIPT OF GOODS __________________________ Date of Reimbursement __________________________

SIGNATURE ______________________________________________________________

06/2008